

Arlington Cultural Council Minutes  
Tuesday, February 23, 2016  
Arlington Senior Center, Lower Level, 7:30pm

Called to Order at 7:32pm

Present: Karin Blum, Suzi Lubar, Jeff Timperi, Lauren Richmond, Merli Guerra  
(note: Sherry Greene was unable to attend and may potentially take leave. Her status will be updated at the March meeting)

### **ITEM 1 Approval of January Minutes**

The January minutes were unanimously approved without revision.

### **ITEM 2 Grant Cycle**

Lisbet emailed the co-chairs to inform them there was nothing new to report with correspondence, in her absence.

Suzi attended the Opal Ensemble concert on Friday 2/19/16. The Belmont World Film event has also been completed. The council has not yet received RFPs for either event.

### **ITEM 3 Grantee Reception Planning**

The reception subcommittee, Sherry, Lauren, Merli, Suzi, and Nilou, met on 1/19/16 to begin planning. Merli, Suzi & Lauren stopped by the Lyons hearing room earlier tonight to discuss flow.

Nilou has designed a postcard invitation that was unanimously approved at tonight's meeting. Council members will label the postcards at the March meeting and they will be mailed as soon as possible.

Merli will speak to Lisbet about preparing the postcard labels, and also about sending an email announcement sooner than the postcard mailing.

Merli will create a paper program, and Lauren will write a "run of show".

Karin has spoken with Dave Rogers, Ken Donnelly and Sean Garballey. All three are planning to attend the reception. Representative Garballey's office will provide certificates for this year's grantees. At the subcommittee's request, Karin will ask Joe Curro if he will emcee the event.

Merli will review the publicity images collected so far and will contact liaisons if images are still needed. Suzi offered to contact Dance Caliente and Pamela Powell if necessary while Sherry is on leave. If we have enough images prior to the reception, Lauren will create a slide show.

Lauren will talk to Creek River String Band about playing at the reception. She will ask them to bring a microphone if they are going to perform.

Karin volunteered to make name tags for council members, legislators, and other special invited guests. The subcommittee suggested that Lisbet staff the registration table since the grantees have interacted with her as corresponding secretary. She will point out liaisons to the grantees as they arrive.

Jeff T will submit the food permit to the Board of Health and will request that the \$25 fee be waived. Suzi will ask Stop & Shop to donate a gift card for supplies. Merli will place the order for Madrona Tree, and will ask Lisbet to pick it up the day of the reception. The subcommittee suggested having each council member provide a bottle of wine.

Jeff T requested that the town fiscal staff and town manager be invited. We will also invite members of the Medford LCC.

#### **ITEM 4 Recruitment and new members**

The council voted unanimously to recommend Brigitte Buehler-Probst to the selectman.

Suzi suggested that we mention that we are looking for new members during the reception.

#### **ITEM 5 Co-Chair's report**

Merli is planning to present our Annual Report to Town Meeting on 4/25/16. She will check that she is on the agenda for that evening.

Merli met with James Sanaa, the new editor of the Arlington Advocate. She provided an overview of the ACC and of this year's grant recipients. He was under the misconception that grantees are not "underdogs". Merli made it clear that council grants are small and are necessary support for the recipients. James promised to publish an article on ACC before our reception. However, he has only re-printed our press release to date. Merli will check in with him again about publishing a new article.

Merli, Karin, and Lisbet attend the LCC assembly on 2/10/16 at the State House. Merli was on a panel, and also performed with her dance company, Luminarium. Merli & Karin felt the event went well, and appreciated being in a community of so many people interested in supporting the arts.

#### **ITEM 6 New Business**

All council members must take the State ethics training. Suzi will forward the documents and provide instructions to council member to save their certificate in a dropbox folder that Karin will create. Council members should also scan in signed copy of the ethics memo and save the signature page to dropbox. All forms should be completed before the March 14<sup>th</sup> meeting.

#### **UPCOMING EVENTS**

March 2, 2016 - Old Schwamb Mill Concert

March 14, 2016 - Monthly meeting, Sr. Center

April 2, 2016 – Powers Music School Musical Story Program @ ACA

April 4, 2016 – ACC Grant Awards Reception at Town Hall

May 9, 2016 – Monthly meeting, Sr. Center